

Job Description

District Forester- Cumberland District

Location: Cookeville, TN

Job Description:

The District Forester is responsible for all operations within their district. This includes overseeing all personnel actions, managing district budgets, ensuring effective program implementation, managing district assets, providing strategic direction to state forest operations, and maintaining working relationships with local partnering agencies and organizations. The District Forester is an executive service position and works under the direct supervision of the State Forester.

Specific Job Duties:

LEADERSHIP

1. Serves on the Division's leadership team to represent District interests when addressing organizational challenges and opportunities.
2. Serves as the liaison between the State Forester's office and District personnel.
3. Communicates and implements Department and Division priorities.
4. Develops District personnel's knowledge, skills, and abilities to better perform job duties.

PLANNING

1. Reviews Annual Fire Prevention and State Forest plans.
2. Develops long range planning and development of district objectives, policies, programs, procedures and performance measures.
3. Plans and prioritizes the use of district personnel and equipment to accomplish district operations.
4. Establishes and maintains working relationships with county officials, government or non-government organizations, & other partners.

PROGRAM DEVELOPMENT AND IMPLEMENTATION

1. Oversees the delivery of state forestry services at the district level and tracks accomplishments.
2. Manages district assets including forest resources, equipment, vehicles & facilities.
3. Provides monthly, quarterly and annual reports of district activity to the State Forester.
4. Coordinates district resources in emergency situations such as fire, floods, tornados or other natural disasters.

FISCAL ADMINISTRATION

1. Compiles and manages District's operating budget.
2. Follows all state purchasing processes and policies and ensures those same policies and processes are adhered to by both direct reports and indirect reports.

SUPERVISION

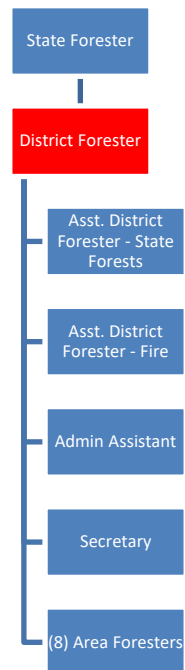
1. Directly supervises 2 Assistant District Foresters, 8 Area Foresters & 1 Administrative Assistant & 1 Secretary.
2. Develops annual Individual Performance Plans and conducts interim and annual reviews for direct reports.
3. Oversees all personnel actions within the district.

Application link can be found on the Tennessee Division of Forestry's Careers page:
<https://www.tn.gov/agriculture/forests/employment-opportunities.html>

For more information, please contact:

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Organization:



Division Background

The Tennessee Division of Forestry (TDF) celebrated its centennial anniversary in 2014. One of the Division's first missions was to plant trees on eroded and abandoned farm land in the western part of the state. Over the decades, TDF has grown to protect, conserve, and enhance Tennessee's 14 million acres of forest land through forest health protection, rural and urban forest management, wildfire and prescribed fire management, water quality protection, forest business services, state forest management and conservation education. Today, TDF employs over 400 personnel statewide and is well known as the state's wildfire management and forest health experts. The Division resides within the Tennessee Department of Agriculture whose mission is to promote wise uses of Tennessee's agricultural and forest resources, to develop economic opportunities, and to ensure safe and dependable food, fuel, and fiber for all citizens.